

DATE: November 21, 2008

TO: Tow Service Providers

FROM: Kelly Lynn, Quality/Mobility Program Manager  
San Bernardino Associated Governments (SANBAG)

**SUBJECT: Amendment No. 1 to the San Bernardino Associated Governments' (SANBAG) Request for Proposal (RFP) No. 09-093 for the Provision of Freeway Service Patrol Towing Services in San Bernardino County**

Based on discussions at the November 13, 2008 Pre-Proposal Conference for the above-mentioned RFP, as well as additional questions submitted to SANBAG before 4:00 pm on November 18, 2008, the following information is either additional information or an amendment to the RFP. Also note that this information will also be posted on SANBAG's website, at <http://www.sanbag.ca.gov>.

**The deadline for submitting a proposal remains the same. Proposals must be submitted into SANBAG by no later than 2:00 p.m. on Friday December 5, 2008 (refer to section 10.0 Submission of Proposal).**

If your company has decided not to submit a proposal, we would appreciate you contacting Kelly Lynn, FSP Program Manager, either by phone at 909-884-8276 or by email, at [klynn@sanbag.ca.gov](mailto:klynn@sanbag.ca.gov).

Should you have any questions about this information, please do not hesitate to contact me at (909) 884-8276. Thank you and I look forward to your proposal submittals.

# **Amendment No. 1**

## **SANBAG Request for Proposal No. 09-093 for the Provision of Freeway Service Patrol Towing Services in San Bernardino County**

**Amendments to the RFP:** In reference to amendments, text that is deleted will be indicated by ~~strike through~~, and new text will be indicated in ***bold/italics***.

### **Pre-Proposal Meeting Questions and Answers November 13, 2008**

1. On 11/24/08 there will be new vests requirements for tow drivers that go into effect. Will this program be subject to the requirement?

**Response:** This particular issue is currently being researched. We have just recently heard about this possible requirement and SANBAG is looking into it and will get back with you when we know. This issue will be resolved prior to May 1, 2009 (the first day of service under this RFP) and SANBAG will provide the vests.

2. Do you anticipate that the current State Budget crisis could affect/reduce this program after the tow contracts are executed?

**Response:** Based on past experience, we do not believe there will be an impact to the tow contracts. Note that the service hours have been reduced on Fridays from 3 pm to 7 pm.

In addition, on page 27 of RFP 09-093 entitled "Attachment A – San Bernardino County Freeway Service Patrol Beat Description" that there is the following language *"SANBAG reserves the right to change Beat hours and operational requirements during the course of the contract"*. Also note that RFP 09-093 will be considered part of the Freeway Service Patrol Tow Operator contract with SANBAG.

3. Who provides the 20% match to the State FSP funding?

**Response:** SANBAG provides the match through its call box revenues.

4. Please clarify the A & B price sheets, the backup truck; if I have a backup truck in Riverside, will that qualify and I can fill out the B price sheet?

**Response:** Per the Riverside County Transportation Commission (RCTC) representative who attended the pre-proposal conference on November 13, 2008, their contracts with tow operators require exclusive use of the backup trucks to the specific beat in Riverside County, so the answer is no. Only existing contracts in San Bernardino County with beats in operation beyond May 2009 are eligible to fill out the B sheet. It is up to the Evaluation Committee as to whether or not the A or B sheets meet the programs' needs.

5. Please clarify the training and interaction with CHP, are classes scheduled, when will the schedule be final, will we have sufficient time to train new drivers?

**Response:** Chapter 10 and 11 of the January 2008 Standard Operating Procedures (SOP) document addresses these questions. Chapter 10 includes a section entitled "Quarterly Driver's Training Meeting" and Chapter 11 has a number of sections such as "FSP Driver Training Class", "FSP Driver Ride-A-Long", "Live Scan Fingerprinting", "CHP Administered Proficiency Test", as well as several other sections that address the question.

If you would like a copy of the January 2008 SOP please contact Kelly Lynn at [klynn@sanbag.ca.gov](mailto:klynn@sanbag.ca.gov) and a copy will be either emailed or sent to you upon request. Please only request a copy if you think you will be submitting a proposal(s).

6. If a company has drivers already certified for FSP, do they still have to go through training?

**Response:** In the SOP document dated January of 2008, on page 82 there are two sections that address this issue. The first section is entitled "11.K FSP Driver From Another FSP Program" and the second section is "11.L Drivers Moving Between Companies within Programs". Since the 2007 version of the SOP was handed out at the Mandatory Pre-Proposal Conference on November 13 instead of the January 2008 SOP, the language for these two sections is noted below for your review and information.

#### 11.K FSP DRIVER FROM ANOTHER FSP PROGRAM

Drivers that are currently employed by a company as a FSP driver in another FSP Program will be required to complete the following process prior to working FSP in Riverside or San Bernardino Counties:

- 1) CHP 234F Form (Tow Operator/Driver Information) submitted to CHP
- 2) CHP 234F Supplemental submitted to CHP
- 3) Successfully pass a driving record and criminal history background check
- 4) Pay all processing fees
- 5) Submit to fingerprinting at a Live Scan facility
- 6) Successfully pass a CHP administered proficiency test
- 7) Attend and pass a FSP Driver Training Class
- 8) Complete a five (5) working day ride-a-long (10 shifts) with an experienced FSP driver
- 9) Issued a FSP ID Card

#### 11.L Drivers Moving Between Companies within Programs

FSP drivers that plan on moving between current FSP Tow contractors within the program will be required to follow the same procedures listed in Reinstatement of FSP Drivers.

Please note: If you would like a copy of the January 2008 SOP please contact Kelly Lynn at [klynn@sanbag.ca.gov](mailto:klynn@sanbag.ca.gov). An electronic version of the January 2008 SOP will

be available starting Monday, November 24. However, please only request a copy if you intend to submit a proposal on December 5 by 2 p.m.

7. Can the requirement of driver ride-a-longs occur before the classroom training?

**Response:** No, they must be after the driver has completed the in classroom training. For more information please refer to Chapter 11 of the SOP for additional information.

8. How will SANBAG communicate to the prospective bidders, after the November 13, 2008 Pre-Proposal Conference?

**Response:** SANBAG will transmit any announcements or amendments to the RFP via email, and it is the tow operators' responsibility to provide an email address to SANBAG.

9. What is Kelly's email address, as the sole contact for this RFP process?

**Response:** [klynn@sanbag.ca.gov](mailto:klynn@sanbag.ca.gov)

10. Are the bids read out loud upon submittal, like traditional public works procurement?

**Response:** No. Upon submittal, an evaluation committee will review the Proposals, possibly conduct site visits and then make a recommendation to the SANBAG Plans and Programs Committee. For additional information please refer to section 11.0 Proposal Evaluation/Contractor Selection and section 12.0 Calendar Of Events of RFP 09-093.

11. What date will the prospective proposers be notified of the Evaluation Committee's recommendation?

**Response:** Per the RFP (Section 12.0 Calendar of Events) it will be January 15, 2009. You will be sent an announcement via email, with a link to the SANBAG website that contains the agenda item and related materials.

## **Questions Submitted After the Pre-Proposal Meeting, and no later than November 18, 2008 at 4:00 pm.**

12. Are the backup trucks required to be exclusively dedicated to the FSP Program as well as the primary trucks? I assume the backup truck needs to meet the paint and equipment requirements of the primary vehicles, but may I use this truck in my commercial fleet when it is not required to be in service FSP.

**Response:** You are correct in your assumption that the backup truck must meet all of the paint and equipment requirements of a primary truck. During FSP operational hours the primary trucks must be exclusive to the FSP Program. During FSP operational hours you can utilize the certified FSP backup truck for commercial purposes (all FSP materials would need to be removed including signage and uniform patches); however, if a primary trucks needs to be replaced you will be

expected to have the FSP certified backup truck on the Beat, and the excuse that the certified FSP backup is on a commercial tow will not exempt you from penalties per the RFP. Please review the section 4.0 entitled Scope of Services of RFP 09-093 carefully.

13. Page 6 of equipment requirements lists a 60 amp battery. Is this referring to the rating of the cables, or the battery itself? Is the number supposed to be 600 amps possibly?

**Response:** This is from CHP policy which was written a number of years ago, and does not pertain to most of the new tow trucks today. The battery is required to be heavy-duty in order to run all the equipment and allow for the jump starting of vehicles. Most tow trucks today have two or three batteries in them with the standard being around 750 cold cranking amps with some contractors upgrading to 900 amps.

14. Page 7 of the equipment requirements lists a portable remote. This could greatly affect the price quotes on the equipment. Will you please clarify what is considered a portable remote? Wireless remotes are normally very expensive, but hard-wired remotes are more affordable.

**Response:** This is the standard drag light assembly with cables that plug into the rear of the tow truck. We believe the equipment is listed this way to allow for the use of the remote style battery operated drag lights that no one uses because of the cost.

15. Page 16 states the employer must provide shoes for the drivers, but later the requirements list black steel toed boots as required. The photos in the RFP do not show the driver's feet.

**Response:** The drivers are required to wear black steel toe boots regardless of who provides them.

16. Page 18 requires the proposal to be stapled. Some of the local printing businesses can bind a proposal like a book. Is the wording precise, or are the professional bindings acceptable? If the requirement is meant to imply staples only, are there different sections that you would like stapled separately, or should the final proposal have only 1 single staple through all 50 sheets of paper?

**Response:** A professional binding of the document as you described would not disqualify your proposal from the process; however, our recommendation and preference is to submit the individual proposals to us stapled. And yes you are correct in your assumption that we would like each individual proposal to be submitted to us with one (1) single staple document, that does not exceed 50 pages (please refer to section 6.0 Preparation of Proposals in the RFP).

17. What is the current hourly rate being paid to the contractor for Beat 3 (along the I- 10 from Sierra to Waterman) and Beat 5 (along the I-15 from the Riverside County line to Baseline).

**Response:** The current hourly rate for each primary tow truck on Beat 3 is \$50.00, and the current hourly rate for each primary tow truck on Beat 5 is \$43.74.

18. If awarded the contract, how much time after award notification do we have to have all trucks, driver certifications up and running?

**Response:** If awarded a contract, the Contractor shall have 86 days to proceed in which to acquire the required equipment, have it inspected, hire and train drivers and be operable. You must be ready to go on Beat the morning of May 1, 2009. Please refer to section 4.0 entitled "Scope of Services" in the RFP.

19. Is SANBAG requiring contractors to comply with the new 2007 EPA emission requirements (trucks)?

**Response:** No

20. How will this affect the 5 year rule or used truck policy?

**Response:** It does not apply. For this RFP you must comply with section 4.4 Equipment Requirements of the RFP.

21. Is SANBAG guaranteeing the amount of service hours in the contract? Since we will be making our bid based on the service hours I think that's really important.

**Response:** The anticipated number of hours for each primary truck is 1,736 hours as noted on page 34 of the RFP (Detailed Itemized Beat Cost Schedule). However, please keep in mind as noted on page 27 of the RFP which is entitled "Attachment A – San Bernardino County Freeway Service Patrol Beat Descriptions" that the following language is included: "SANBAG reserves the right to change Beat hours and operational requirements during the course of the contract" which could result in an increase in hours or a decrease in hours. We anticipate a close estimate of 1,736 hours for each primary truck; however, it is not guaranteed.

22. A question was asked if the reference of "four (4) ton recovery equipment rating" on page 5 of the RFP in the second paragraph of section 4.4 Equipment Requirements and the reference in the equipment listing on page 6 of the RFP "2. Boom with a minimum static rating of 5,000 pounds" conflicted each other or not.

**Response:** The Boom must have a minimum static rating of 8,000 pounds. Even though the language says that a 5,000 minimum static rating is fine, it still has to meet the required four (4) ton recovery rating regardless of the minimum.

Please also note that the following equipment is being added to the requirement list on page 6 of the RFP under section 4.4 Equipment Requirements. **The added equipment requirement is a four (4) ton snatch block.**

## Pre-Proposal Conference Attendees 11/13/2008

## Pre-Proposal Conference Attendees 10/30/08

Name	Agency	Address	Phone/FAX	E-Mail
Ramin Arabshuh	Advanced Towing	566 Sixth Street Norco, CA 92860	(951) 272-6159 (951) 272-6175	<a href="mailto:Anthonio@verizon.net">Anthonio@verizon.net</a> (TBD)
Al Solorio, Sr.	Al & Sons Towing	2810 Valley Blvd. Pomona, CA 91768	(909) 839-0932 (909) 444-5512	<a href="mailto:Alnsonstow@yahoo.com">Alnsonstow@yahoo.com</a>
Jay Ingley	Armada Towing	2285 East 6 <sup>th</sup> Street San Bernardino, CA 92410	(909) 428-1115	<a href="mailto:Officearmadatow@msn.com">Officearmadatow@msn.com</a>
Kevin Shilyan	Auto Aide	355 North Sheridan Street, #105 Corona, CA 92880	(951) 735-2180 (951) 735-7823	<a href="mailto:Aidebiz@sbcglobal.net">Aidebiz@sbcglobal.net</a>
Dustin Sweeter	Bitetto Towing	4950 E. Vanderbilt Street Ontario, CA 91761	(909) 390-1234 (909) 390-1226	<a href="mailto:dustinsweeter@yahoo.com">dustinsweeter@yahoo.com</a>
Wayne Blake	Bob's Towing	19135 E. San Jose Avenue Rowland Heights, CA 91748	(626) 965-2407 (626) 912-2477	<a href="mailto:Bobstow@aol.com">Bobstow@aol.com</a>
Martin Bright	D&S Auto Repair & Towing	249 Vieille Beaumont, CA 92223	(951) 845-7886	<a href="mailto:BRIGHTGENMGR@aol.com">BRIGHTGENMGR@aol.com</a>
George Chavez	Desert Towing	2429 S. San Jacinto Street San Jacinto, CA 92583	(951) 925-9583	<a href="mailto:DesertTowing@aol.com">DesertTowing@aol.com</a>
Desi Peterson	Exclusive Tow	3777 Placentia Lane Riverside, CA 92501	(951) 682-2003 (951) 682-2043	<a href="mailto:Info@ExclusiveTowing.com">Info@ExclusiveTowing.com</a>
Mark Hassan	Hadley Tow	11819 E. Hadley Street Whittier, CA 90601	(562) 692-3793	<a href="mailto:Mark@Hadleytow.net">Mark@Hadleytow.net</a>
Casey Horvath	Hamner Towing	Post Office Box 489 Corona, CA 92878-0489	(951) 734-9331	<a href="mailto:kchorvath@cs.com">kchorvath@cs.com</a>
Connie Portugal	JC's Towing	745 W. Holt Blvd. Ontario, CA 91762	(909) 391-9678 (909) 395-9264	<a href="mailto:CX2gal@hotmail.com">CX2gal@hotmail.com</a>
Moises Serrano	JLM Towing	3564 Cajon Blvd. San Bernardino, CA 92407	(909) 880-3263 (909) 880-2707	<a href="mailto:Moises@JLMTowing.com">Moises@JLMTowing.com</a>
	Jerry Burks Comp		(909) 322-5884	<a href="mailto:MITYMOUS@CHARTER.net">MITYMOUS@CHARTER.net</a>

Name	Agency	Address	Phone/FAX	E-Mail
	W/L			
Kenny Oka	Lara's Tow	1710 East Vernon Avenue Los Angeles, CA 90058	(626) 806-7821	<a href="mailto:KENNYOKA@msn.com">KENNYOKA@msn.com</a>
Eddie Navarro	Navarro's Towing	16657 Orange Way Fontana, CA 92335	(909) 829-4911 (909) 829-3911	<a href="mailto:navarrostowing@earthlink.net">navarrostowing@earthlink.net</a>
Rachael Rivera	OurBoyz Towing	525 W. State Street Ontario, CA 91762	(909) 933-1107 (909) 933-2606	<a href="mailto:ourboyztow@yahoo.com">ourboyztow@yahoo.com</a>
Grant Byrd	Pepe's Towing	2000 West Key Street Colton, CA 92324	(951) 682-5682 (951) 682-5030	<a href="mailto:GrantFSP@G-Mail.com">GrantFSP@G-Mail.com</a>
Rick Payne	Pomona Valley Towing	1731 E. Mission Blvd. Pomona, CA 91766	(909) 623-1487 (909) 622-3401	<a href="mailto:PVTOW@aol.com">PVTOW@aol.com</a>
Mary Miller	Steve's Towing	9529 8 <sup>th</sup> Street Rancho Cucamonga, CA 91730	(909) 980-3255 (909) 980-4952	<a href="mailto:Mmiller7207@yahoo.com">Mmiller7207@yahoo.com</a>
Marjan Hariri	Top Towing	1335 North Santiago Street Santa Ana, CA 92701	(714) 541-2100	<a href="mailto:Marjanhariri@sbcglobal.net">Marjanhariri@sbcglobal.net</a>
Steve Johnson	Tri-City Towing	1661 West Walnut San Bernardino, CA 92410	(909) 884-9211	<a href="mailto:StevenLJohnson@Charter.net">StevenLJohnson@Charter.net</a>
Kenny Oka	Valleywide Towing	24850 Rivard Road Moreno Valley, CA 92551	(951) 485-9888 (951) 485-9777	<a href="mailto:KennyOka@msn.com">KennyOka@msn.com</a>